



# NEIGHBORHOOD ASSOCIATIONS

HOW TO BUILD AND ORGANIZE



# LET'S DEFINE IT

A NEIGHBORHOOD ASSOCIATION IS BASICALLY A GROUP OF RESIDENTS WHO WANT TO BE ORGANIZED AND WORK AS A TEAM TO MAINTAIN AND IMPROVE WHERE THEY LIVE BY SHARING IDEAS AND RESOURCES TO BUILD RELATIONSHIPS WITH ONE ANOTHER.





# VOLUNTARY VS. MANDATORY

## 01 VOLUNTARY

Membership is voluntary for neighborhood residents. The association is lead by a board of directors or officers who are elected by the membership. When you hear "neighborhood association", this is usually what someone means to describe a voluntary membership group. These associations don't enforce any laws or rules on the neighborhood, property owners, or residents.

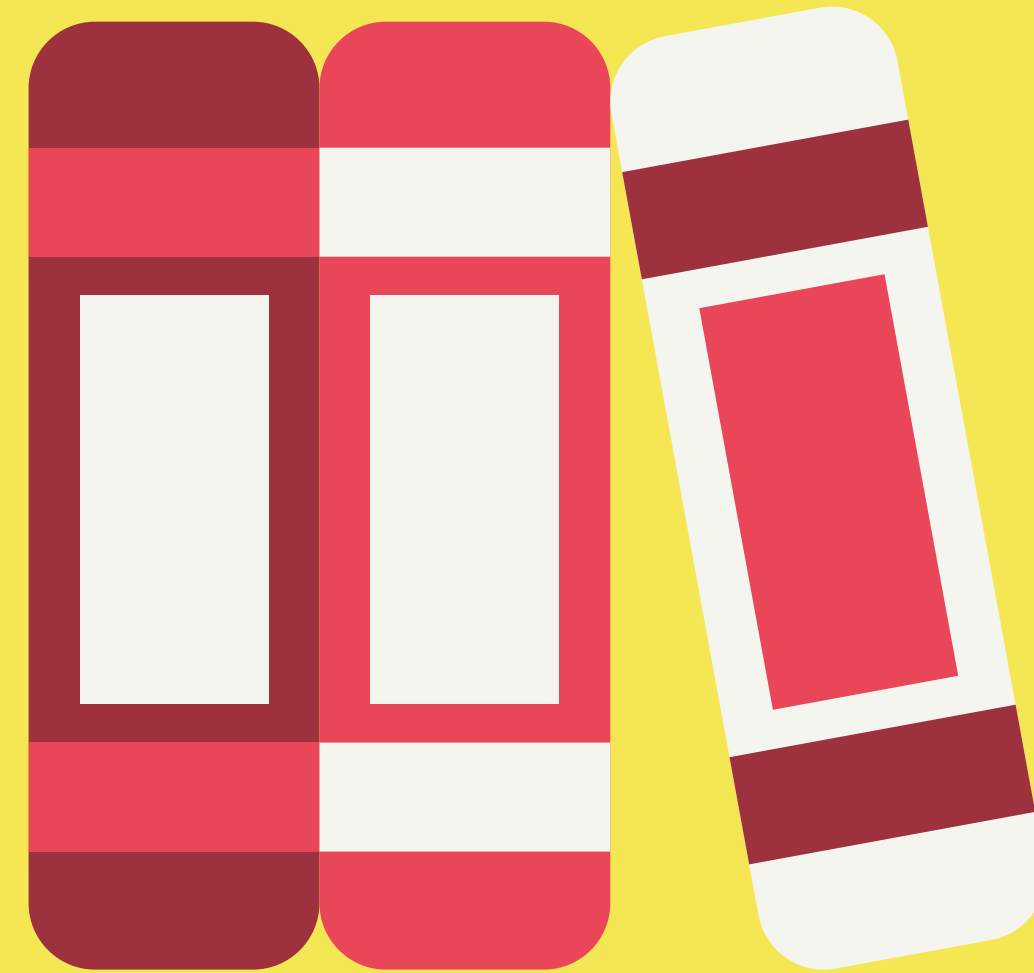
## 02 MANDATORY

Membership in these associations are mandatory and automatic for all property owners within the boundaries of the association. Covenants, Conditions & Restrictions are rules that govern a residential development. It is common to refer to these associations as HOAs.

**THE REST OF THIS COURSE WILL FOCUS ON VOLUNTARY ASSOCIATIONS**

# REASONS FOR A NEIGHBORHOOD ASSOCIATION

- ORGANIZE AS A COMMUNITY FOR A SPECIFIC GOAL
- POOL RESOURCES TO MAINTAIN OR MAKE IMPROVEMENTS
- CREATE & PRESERVE THE CHARACTER OF THE NEIGHBORHOOD AND SENSE OF COMMUNITY PRIDE



# FIRST THREE STEPS TO BUILD & ORGANIZE

## START SMALL

Gather a small group of 4-5 people to act as an organizing committee. Think about the name of the association, the geographic boundaries that will be served, and ways to reach out and recruit members from the neighborhood. Attend other NA meetings from nearby neighborhoods to get ideas.

## DEFINE THE PURPOSE

An NA takes time and commitment to run successfully. Define what the goal of the NA will be at the beginning. It could be to address litter cleanup, collect food and clothing for donation, or even help residents with household projects.

## SCHEDULE SOME MEETINGS

Put some meetings on the calendar and start to invite neighborhood residents. Make your first meeting to gauge interest and get feedback, share the proposed goals, and get to know each other. Then, schedule more meetings to draft and adopt Bylaws and elect officers or a board of directors.

# ARE BYLAWS A GOOD IDEA?



## YES

Bylaws will serve as the guide on how the NA will operate. When disagreements arise, the Bylaws can help to resolve problems and give members a governing document to which to refer.



## OFFICERS

The Bylaws will also describe the types of leadership positions and the tenure of each position and how and when elections will be held.



## FINANCES

The Bylaws will also describe who can be a member, and if any dues will be paid by members. Any successful NA will need revenue to achieve set goals.

# USE SOCIAL MEDIA TO CONNECT

## FACEBOOK

Set up a Facebook page in the name of the NA. Pages can be public or private with only residents of the neighborhood allowed to share and post on the page.

The page, however, must be managed and moderated to ensure comments remain civil and courteous so that everyone feels comfortable engaging with the one another.

## INSTAGRAM

This social media platform is great for posting images and video in small bites for anyone following the account. Photos of a neighborhood party or BBQ cookout might encourage residents to take part in future NA sponsored event.

## NEXTDOOR

All residents who join the neighborhood page are verified by Nextdoor to ensure they live in the neighborhood. Many local governments and other public services share important information to targeted neighborhoods so that you know you won't get a lot of advertisements mixed in with posts from neighbors and community organizations.



# DO YOU HAVE QUESTIONS?

REACH OUT TO THE NEIGHBORHOOD ENGAGEMENT UNIT  
AND A NEIGHBORHOOD ENGAGEMENT OFFICER FROM  
NHSD WILL CONNECT WITH YOU.

**EMAIL: [NEIGHBORHOODS@SANANTONIO.GOV](mailto:NEIGHBORHOODS@SANANTONIO.GOV)**

